Approved For Release 2001/03/01 : CIA-RDP57-00384R000400110202-4

CENTRAL INTELLIGENCE GROUP
Washington, D. C.

6 September 1946

Administrative Order No. ___

By virtue of the authority vested in me as Director, Central Intelligence Group, it is ordered:

A. The power and authority to take the following actions are hereby delegated to the Executive for Personnel and Administration with the power of successive redelegation where appropriate. He shall review, and authorize or approve in his discretion:

1. The appointment or termination of civilian employees and consultants for departmental and field services.

2. The transfer of civilian employees from one official station to another and the payment or reimbursement of all expenses incident thereto, including travel and the transportation of household goods, personal effects and dependents of such employees.

3. The payment of quarters and cost of living allowances to civilian employees stationed abroad.

4. The administration of the oath of office required by 5 U.S.C. 16.

5. Temporary duty travel, including travel from and to overseas posts, by civilian employees and consultants, and the payment or reimbursement of expenses incident thereto.

6. Applications for travel advances of voucher funds not exceeding $1,000.00.

7. Travel performed by civilian employees on account of an emergency or without prior authority and the payment or reimbursement of expenses incurred incident to such travel.

8. Travel by civilian employees incident to change of their official station.

9. Bonds of certifying officers, agent-cashiers, and surety bonds given as security for travel advances.

10. Allowances in excess of lowest first-class rate by the transportation facility used where the lowest first-class accomodations are not available or use of a compartment or other accommodations required for purposes of security and payment of expenses thereof.

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11. "Requisitions for Disbursing Funds" - Standard Form 1027 to provide available funds to cover expenditures by the CIG in the continental limits of the United States and abroad.

12. Enter into and sign contracts on behalf of the Government in accordance with existing law and regulations.

B. The powers and authorities delegated in Paragraph A, Sections 1-4 above may also be exercised by the Chief, Personnel Division or the Assistant Chief, Personnel Division.

C. The powers and authorities delegated in Paragraph A, Sections 5-11 above may also be exercised by the Chief, Finance Division or the Chief, Fiscal Section.

D. The powers and authorities delegated in Paragraph A, Section 12 above may also be exercised by the Chief, Services or the Assistant Chief, Services.

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[redacted]

F. The effective date of this order is 6 September 1946.

HOYT VANDENBERG
Lieutenant General, USA
Director, CIG

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